

## ROUTING AND TRANSMITTAL SLIP

Date

16 DEC 1963

TO: (Name, office symbol, room number,  
building, Agency/Post)

Initials

Date

1. ADDA

2. DDA

3.

4.

5.

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

## REMARKS

FYI - The Director of Public Affairs and the Comptroller forwarded information copies to this office and have been included in the background material.

ba

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

EO/DDA

Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206

*LR Compt 83-3040*

DDA 83-8407/14

20 DEC 1983

MEMORANDUM FOR: Executive Director  
VIA: Inspector General  
FROM: Harry E. Fitzwater  
Deputy Director for Administration  
SUBJECT: Federal Manager's Integrity Act of 1982  
REFERENCE:

DDA REGISTRY  
FILE: 30-1

STAT

1. To the best of my knowledge, the activities taking place during FY-1983 within my Directorate have been appropriately approved and carried out in accordance with law and Agency regulations. Obligations are valid and are supported in accordance with Agency regulations. Expenditures have been properly approved. Due care has been exercised to protect resources from misuse and misappropriation. Activities have been managed in an efficient and effective manner. Internal accounting and administrative controls are operational and effective.

2. A certifying statement from the Director of Finance regarding Agency revenues and expenditures applicable to operations for 1983 as well as the activities of his Office is forwarded herewith.

Harry E. Fitzwater

Harry E. Fitzwater

Attachment

Distribution:

- 0 - Adse w/att
- 1 - IG w/att
- 1 - DDA Subj w/att  
(and background)
- 1 - DDA Chrono w/o att
- 1 - HEF Chrono w/o att
- 1 - EO Chrono w/o att

EO/DDA  15Dec83)

STAT